

REGULAR MEETING – MONDAY, FEBRUARY 25, 2008
COUNCIL CHAMBERS AT CITY HALL – 500 CASTRO STREET
6:30 P.M.

1. CALL TO ORDER

2. ROLL CALL

Task Force Steering Committee Members: Steven Bishop, Anthony Chang, Yvonne Farrell, Karen Gissibl, Sue Graham, Deb Henigson, Christina Jaworski, Cynthia Kapphahn, Bruce Karney, Aileen La Bouff, Marn Yee Lee, Jerri-Ann Meyer, Larry Moore, Randy Potter and Janis Zinn.

City Staff: Steve Attinger, Environmental Sustainability Coordinator; and Joan Jenkins, Transportation and Policy Manager.

3. ORAL COMMUNICATIONS FROM THE PUBLIC

This portion of the meeting is reserved for persons wishing to address the Task Force Steering Committee on any matter not on the agenda. Speakers are limited to three minutes. State law prohibits the Task Force Steering Committee from acting on nonagenda items.

4. MINUTES APPROVAL

Minutes for the February 21, 2008 meeting have been delivered to the Task Force Steering Committee members and copies posted on the City Hall bulletin board. If there are no corrections or additions, a motion is in order to approve these minutes.

5. NEW BUSINESS

5.1 TASK FORCE LEADERSHIP APPOINTMENT

Overview:

The Steering Committee will select a Chair and Vice Chair for the Task Force.

Recommendation:

None.

5.2 GROUP PROCESS GROUND RULES

Overview:

The Steering Committee will discuss ground rules for group engagement and the best approach for structuring Steering Committee and full Task Force meetings.

Recommendation:

None.

5.3 SUBCOMMITTEE TOPICS

Overview:

The Steering Committee will discuss which subcommittee topics to recommend to the full Task Force and who will chair each subcommittee.

Recommendation:

None.

5.4 COMMUNITY-WIDE GREENHOUSE GAS BASELINE DATA REVIEW

Overview:

City staff will review, and the Steering Committee will discuss, the City's community-wide greenhouse gas baseline data from 2005 and the State of California's greenhouse gas emissions reductions mandated under AB 32.

Recommendation:

None.

5.5 BROWN ACT REQUIREMENTS

Overview:

City staff will respond to questions about the Brown Act asked by the Steering Committee at the previous meeting.

Recommendation:

None.

5.6 MEETING SCHEDULE/LOCATION

Overview:

City staff will provide meeting room availability information and the Steering Committee will set a regular meeting schedule for Steering Committee, full Task Force, and subcommittee meetings.

Recommendation:

None.

5.7 AGENDA ITEMS FOR NEXT MEETING

Overview:

The Steering Committee will set the agenda for the next Steering Committee and full Task Force meetings.

Recommendation:

None.

6. TASK FORCE STEERING COMMITTEE/STAFF COMMENTS, QUESTIONS AND REPORTS

No action will be taken on any questions raised by the Task Force Steering Committee at this time.

7. ADJOURNMENT

SPA/2/PWK

916-02-25-08A-E^

AGENDAS FOR BOARDS, COMMISSIONS AND COMMITTEES

- The specific location of each meeting is noted on the notice and agenda for each meeting which is posted at least 72 hours in advance of the meeting. Special meetings may be called as necessary by the Committee Chair and noticed at least 24 hours in advance of the meeting.
- Questions and comments regarding the agenda may be directed to the Transportation, Property and Policy Division of the Public Works Department at (650) 903-6311.
- Interested persons may review the agenda and staff reports at the Public Works Department counter beginning at 4:00 p.m. the Friday evening before each regular meeting. A copy can be mailed to you upon request. Staff reports are also available during each meeting.
- **SPECIAL NOTICE—Reference: Americans with Disabilities Act, 1990**
Anyone who is planning to attend a meeting who is visually or hearing-impaired or has any disability that needs special assistance should call the Public Works Department at (650) 903-6311 48 hours in advance of the meeting to arrange for assistance. Upon request by a person with a disability, agendas and writings distributed during the meeting that are public records will be made available in the appropriate alternative format.
- The Board, Commission or Committee may take action on any matter noticed herein in any manner deemed appropriate by the Board, Commission or Committee. Their consideration of the matters noticed herein is not limited by the recommendations indicated herein.

ADDRESSING THE BOARD, COMMISSION OR COMMITTEE

- Interested persons are entitled to speak on any item on the agenda and should make their interest known to the Chair.
- Anyone wishing to address the Board, Commission or Committee on a nonagenda item may do so during the "Oral Communications" part of the agenda.